

WITHAM ST HUGHS PARISH COUNCIL

The Village Hall, Caraway Drive

Witham St Hughs

Lincoln

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**NOTICE IS HEREBY GIVEN and COUNCILLORS are SUMMONED** to attend the next meeting of Witham St Hughs Parish Council to be held on Wednesday 15<sup>th</sup> February 2023 at 7.00pm in the village hall.

At which the under mentioned business will be transacted.

There will be a 10-minute public forum at the start of the meeting, followed by a further 10 minutes allocated to receive reports from County and District Councillors, your presence is required during this time.

All public questions must be sent in beforehand, with speaking restricted 3 minutes per person.

*Rachel Poppewell*

Parish Clerk

10.02.2023

CHAIRMANS WELCOME & FIRE SAFETY BRIEF

1. Welcome and Apologies.
2. TO RECEIVE DECLARATIONS OF INTEREST IN ACCORDANCE WITH THE LOCALISM ACT 2011 AND OUTLINED IN THE COUNCILS CODE OF CONDUCT – being any pecuniary interest in agenda items not previously recorded on Members' Register of Interest and any written requests for dispensations.
3. Health & Safety brief.
4. Notes of the Parish Council meeting held on Wednesday 18<sup>th</sup> January 2023 to be approved as minutes.
5. Clerks Update & Correspondence - to Resolve to approve any subsequent actions.
6. Finance.
  - a. To Authorise the signing of orders for payment, list previously circulated.
  - b. To receive the Bank Reconciliation as at 31.01.2023
  - c. To Approve costs to update the alarm panel.
  - d. To consider the quotes to install a new notice board at the Co-op.
7. Planning – to consider the following planning applications; -
  - a. Proposed part change of use from office to sales county (Sui Generis).  
Unit 2 & 3 Electric Avenue, Witham St Hughs, Lincoln.  
Ref – 23/0045/FUL
  - b. Prior approval for non-domestic 364.21kWp roof mounted solar PV system.  
Cargill Plc and Frontier Agricultural Camp Road, Witham St Hughs.  
Ref – 23/0110/PNREN

- c. Application to discharge conditions 15(Site Access and Off-site Highways Works), 18 (sheepwalks Farm access closure and reinstatement of verge), and 21 (public transport infrastructure scheme) attached to planning application 15/1347/OUT.  
Ref – 22/1008/DISCON
  - d. Application of proposed Tree works subject to Tree Preservation Order.  
T1/T2 Oak – give lamps 3m clearance.  
Unit 2a Network 45, Swinderby Industrial Park, Electric Avenue.  
Ref – 23/0128/TPO
8. To review the following policies
- a. Records Retention Policy
  - b. Subject Access Request Procedure
  - c. Data Breach Policy
  - d. Data Protection Policy
  - e. Data Map
  - f. To receive GDPR Security Compliance Check from Councillors.
9. To Resolve to join Lincolnshire Association of Local Councils Training Scheme.
10. To consider the possible options for a new piece of equipment for Hedge Lane play park.
11. To review the draft plans for the Village Hall extension.
12. DATE AND TIME OF NEXT MEETING.

**Wednesday 15<sup>th</sup> February 2023 at 7pm.**

The parish council will then Resolve to move into closed session to consider the following items.

- 1. Staffing.